

OFFICE OF
Town of New Glarus

**MINUTES
TOWN OF NEW GLARUS
Plan Commission Meeting
Thursday May 21, 2015**

ATTENDING: John Ott, John Freitag, Bob Elkins, Reginald Reis (arrived at 6:45pm), Craig Galhouse and Susan McCallum, Deputy Clerk

ALSO ATTENDING: Steve Zuber

ABSENT: Keith Seward, Dean Streiff

1. Call Meeting to Order and appoint committee chair: Deputy Clerk, Susan McCallum called the meeting to order 6:35pm. J. Ott moved to appoint John Freitag chair in K. Seward absence, 2nd by B. Elkins. Motion carried.

2. Review Proper Proof of Posting: Deputy Clerk confirmed proper posting.

3. Oath of Office, John Freitag: S. McCallum administered the oath of Plan Commissioner to J. Freitag.

4. Public Comments: None

5. Approve Minutes from April 30, 2015 minutes: J. Ott moved to table the minutes approval until the next meeting, 2nd by B. Elkins. Motion carried.

6. Discuss and Consider CSM for Steve Zuber, Ashdon Builders Legler Valley Rd.: J. Freitag read into the record the presentation letter from Scott Jacobson, attorney for S. Zuber. They are creating a new lot separated from Zuber's lot #2 of CSM 4504. B. Elkins asked for clarification on who is purchasing the lot. S. Zuber replied it is Kleeman's on the adjacent lot. J. Ott asked if the new lot hasn't any building sites with it, isn't this a neighbor exchange. S. Zuber explained the process they had taken to this point. There were general questions regarding the past history of the lots, what is planned, the current driveway on Kleeman's lot and an easement for Zuber to access the lot being divided. J. Freitag referred to the deed restriction of open space for Lot 2 of CSM 4504 identified on the proposed CSM. There was general discussion regarding past CSM reviews. S. Zuber asked about how this purchase on a land contract would affect the potential for combining the two lots into one for Kleeman. The commissioners stated that he would need to file the paperwork with Green County in order to create a separate parcel, as you are still the owner until the land contract is completed. This also affects the basic concept of neighbor exchange as a separate lot is being created, not being combined with Kleeman's current adjacent lot. J. Freitag questioned how the open space deed restriction would transfer to the new lot. C. Galhouse moved that the commission approve the proposed CSM as presented with the designation of open space recorded on the final CSM, 2nd by R. Reis. J. Ott requested that the open space designation remain on the lot that is being divided, S. Zuber said yes it will as the lot is just reduced in size. Motion carried. S. McCallum asked whether the Commission should recommend the CSM go to the Town Board for approval or just have the Town Chairman sign. R. Reis moved the CSM be forwarded to the Town Board for approval, 2nd by C. Galhouse. Discussion included the importance of the open space designation being reviewed by the Town Board and that a public hearing will not be necessary. Motion carried.

7. Set Next Meeting Date and Agenda: June 25, 6:30pm. Review of Ordinance 110 questions.

J. Ott moved to adjourn at 7:10 pm, 2nd by B. Elkins. Motion carried.